



**Program Directors: Please share *News to Use* with all members of your adult education staff.**

## **News to Use September 2006**

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## **Regional program support**

As announced by e-mail on August 30, KYAE is creating a new regional program support team. As a senior associate, David Walters will lead this new team to provide information and support to programs in six regions. Joining David on the team as program support specialists are D.J. Begley, Billy Crabtree, Martha Fightmaster, Don Howerton, Linda Pankratz and Donna Potter.

Adult educators have worked with these KYAE staff members in their current capacities, but their roles will be greatly expanded and will include an intensive training process to equip them to provide broader support services to the field.

KYAE plans to schedule regional meetings before the first of the year to introduce the program support specialists to their regions and provide more information about duties and responsibilities of the new team. Until that time, please continue to work with KYAE staff as you currently do.

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## **McDonald's promotes GED**

McDonald's of Central and Southeastern Kentucky has partnered with Kentucky Adult Education to encourage GED attainment in an innovative in-store promotion funded by the restaurant owners.

During September, customers at the 62 restaurants represented by the Bluegrass Purchasing Association, a 32-county cooperative of McDonald's restaurants, will see trayliners and bagstuffers with a "GED - Prove Yourself" theme featuring Kentucky GED graduates. The campaign is an extension of ongoing efforts by Kentucky Adult Education, a unit of the Council on Postsecondary Education, to raise the educational attainment of adults in the Commonwealth.

[Click](#) for a news release with the list of counties and more information about the project.

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## **AERIN updates**

Adult education staff who attended AERIN training in August learned about numerous enhancements and changes in KYAE's data collection system. They are summarized below for those unable to attend the training. For more information, contact Terry Tackett at (502) 573-5114, ext. 107,

[Terry.Tackett@ky.gov](mailto:Terry.Tackett@ky.gov), or Tammy Powers at (502) 573-5114 ext. 114, [Tammy.Powers@ky.gov](mailto:Tammy.Powers@ky.gov).

- Location Roles were added to the Manage Your Locations screen. This information will populate the Contact Us screen, which allows others to contact a person for a specific product (AERIN, WIN, PLATO, LiteracyLink or GED). Program directors should ensure their contact information is entered.
- Due to NRS changes, [ESL functional levels](#) were revised.
- The Test Results screen now includes the notation “Passed GED” with the date. Once the student passes, the Date Reached column will be auto-populated on the Goals screen.
- On the Test Results screen, providers can choose “Keep Scores Confidential” for students who do not want their scores to appear on the system.
- When a student is enrolled in workplace program codes, a drop-down list will appear to select the type of training.
- An e-mail address field was created on the student General Information screen. Students can be e-mailed from a link on the Enrollment screen, allowing providers an easy avenue for communicating with students.
- The Child Contact screen was removed, and the Child Goals screen has been revised to reflect changes in the revised [Family Literacy Program Quality Indicators](#). (See **Family literacy checklist** in August 2006 *News to Use*.)
- The Student Roster and Workplace Roster reports can be exported to a spreadsheet. Also available is the option to include full student demographic information in the report.
- Student Test Results and Objective reports can be exported to a spreadsheet.
- The Staff report will show PDUs.

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### **AERIN reminder**

**It's very important to update staff e-mail addresses in AERIN** as this data populates PDtrack user information. If staff e-mail addresses are incorrect in AERIN, PDtrack e-mail will not be delivered to the user. PDtrack messages are sent to users to confirm training status, PD plan submission and PDUs awarded.

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## **GED Mathematics Training Institute**

The Office of Vocational and Adult Education (OVAE), U.S. Department of Education, recently sponsored a GED Mathematics Training Institute in Washington, DC. The institute, designed to help improve math instruction and scores on the GED mathematics test, presented new techniques and strategies for teaching critical mathematics skills. It was also an opportunity for states to benefit from new knowledge as they develop a plan to train others on these techniques and strategies.

Kentucky was represented by Dr. Sandy Kestner, KYAE professional development senior associate; Linda Sheffield, director of the Kentucky Center for Mathematics; Wayne Couvillion, math instructor and trainer, Jefferson County; and Brenda Hill, Madison County program director and math trainer.

Because increasing GED scores in the Commonwealth is critical, the Kentucky group will develop a training plan for adult education instructors with the goal of increasing math scores. To assist in the development and implementation of the plan, KYAE is forming a math practitioner advisory group. Preferred are members with a degree in mathematics, math education or a strong instructional background in teaching math. If you are interested or would like to recommend someone, please e-mail [Sandra.Kestner@ky.gov](mailto:Sandra.Kestner@ky.gov).

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## **Orientation to Math**

KYAE has scheduled the following Orientation to Math workshops; register through [PDtrack](#). This workshop is for new instructors as well as veterans who want a refresher.

- October 13 (Part 1) and November 3 (Part 2) – Paducah
- October 19 (Part 1 & 2) – West Liberty
- November 10 (Part 1) and December 8 (Part 2) – Hopkinsville
- November 30 (Part 1 & 2) – Richmond
- February 9 – (Part 1 & 2) – Louisville

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## Conference registration

An adult education conference hosted by the Kentucky Association for Adult and Continuing Education (KAACE) will focus on “Instructional Strategies,” October 26–27 at the Galt House, Louisville. This is a national-quality conference at a state-conference convenience and cost. National speakers will share their knowledge during pre-conference and conference sessions. Thursday speakers include:

- David Collings, Tonya Crum, Jenny Forseth (*Technology*)
- Richard Cooper (*Serving People Who Learn Differently*)
- Art Ellison (*Advocacy*)
- Todd Evans (*I Can Do Math, and It's Fun!*)
- Miriam Everette (*Move to Read*)
- Linda Hopkins Koran (*English on a Roll*)
- Sharon McKay (*Workshop: Teaching Reading to Adult English Language Learners*)
- Susan McShane (*Applying Research in Reading Instruction for Adults*)
- Dr. Sherry Nash (*Strategies for Learning Success: Helping Adults with Special Learning Needs*)
- John Reier (*GED Testing Service*)
- Connie Spencer-Ackerman (*Instructional Leadership in Adult Basic Education*)
- David Sweaney, Diane Lindsey (*The WINing Tools for Economic Development-WorkKeys, WIN, and Career Readiness Certificate*)
- Pam Wright (*Read Together Talk Together*)
- Dwain Van Vactor (*Experiencing Difficulty Showing Progress with Pre-GED/GED Learners in Need of Basic Skills?*)

The conference is a great opportunity to network and share ideas with others. KAACE is requesting items for the Silent Auction, which benefits KAACE scholarships. Visit [www.kaace.org](http://www.kaace.org) to complete a registration form. The deadline for early registration is September 20. KYAE is directly paying for half the registration fee; therefore, the registration fee to programs is \$50 per person.

**Please note:** Neither KYAE funds nor county adult education funds may be used to pay for KAACE membership. As in the past, KYAE will not pay cancellation fees, KAACE membership fees or conference “no shows.” Adult educators who register and do not attend without canceling by the deadline stated on the registration form will be responsible for paying the \$100 registration fee without using KYAE funds.

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## **KAACE seeks award nominations**

KAACE is seeking nominations for its annual awards to be presented at the October conference (see above). KAACE members can nominate individuals for the following awards: Outstanding Student of the Year, KAACE Member of the Year, KYAE Employee of the Year, Regional Supporter of the Year, Student Scholarship and KAACE Member Scholarship.

Nominations must be submitted on a KAACE Award and Scholarship Form and must include a 250-word justification. In addition, scholarship applicants must complete a scholarship questionnaire. The form is available at [www.kaace.org](http://www.kaace.org).

The deadline for nominations is **September 15**. Submit nominations to Diane Kelley, Hardin County Adult Education, 114 South Mulberry Street, Elizabethtown, KY 42701. Her e-mail address [Diane.Kelley@hardin.kyschools.us](mailto:Diane.Kelley@hardin.kyschools.us).

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## **Congratulations!**

Two more Kentucky adult educators have completed the Penn State World Campus Family Literacy Program. Congratulations to Diane Kelley of Hardin County and Lisa Rosenberg of Boone County.

Lisa said, "The classes were great – very informative and the content had direct application to what I do as an adult education instructor." Diane said that she enjoyed working with peers and meeting new people from around the country.

The certificate program requires completion of five online classes – Introduction to Family Literacy, Adult Literacy, Early Literacy Development and Parental Involvement, Interactive Literacy: Parents and Children and Introduction to Adult Education.

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## **Please allow us to introduce...**

"Please allow us to introduce..." is a monthly feature spotlighting KYAE staff members to help adult educators become more familiar with Frankfort staff. This issue features Tammy Powers and Rae Smith.

If you need a staff contact for particular subject areas, check the [Staff Listing by Service Topics](#).

**Tammy Powers**

If your work involves AERIN, you've probably talked with Tammy Powers, a KYAE information specialist. Among Tammy's duties are resolving AERIN user issues, running monthly performance reports for analysis, and preparing maps and charts.

Tammy has worked in KYAE for 15 years. In her current job, she enjoys working with providers and helping solve data entry issues. With three family members who have earned GEDs, Tammy has seen close-up the importance of the achievement. "I have seen how much time, hard work and patience it takes from the learner and the provider to make such an accomplishment," she said. "Everything I do is worthwhile when there are students who can't read and, with the help of an adult education center, they earn a GED and even go on to postsecondary education."

Tammy lives in Owen County with her husband, seven-year-old son, two dogs, a cat and sea monkeys.

Fun fact: Tammy loves to camp, fish, scrapbook and cross-stitch.

**Rae Smith**

Rae Smith, a three-year KYAE employee, is a GED associate and chief examiner. Her duties include training GED examiners, supervising test administrations, monitoring test centers, writing and updating the KYAE GED Handbook, and reviewing test accommodations requests.

Rae has been a GED examiner since 1997, including four years as chief examiner at Frankfort/Franklin County Community Education and assignments at Elizabethtown Community College and Jefferson Technical College. Rae says working directly with GED candidates and graduates is "inspiring."

"There are as many reasons as there are people as to why someone does not finish school," she said. "The GED provides the opportunity for people to demonstrate the skills and knowledge necessary to earn a high school credential that will help them obtain employment and grant them admission to postsecondary education."

Rae and her husband live in Frankfort's historic Capitol district; they have four children. Rae has a bachelor's degree from the University of Kentucky.

Fun fact: Rae grew up in Jenkins, Kentucky, down the hill from the “Welcome to Virginia” sign.

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### **Adult education success applauded**

[The Lane Report](#), a Lexington business publication, recently reported on KYAE’s success in attaining federal incentive funds for meeting performance measures. Scroll down to “Kentucky Continues to See Improvement in Adult Education.”

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### **Paraeducator course changes**

KYAE’s online paraeducator course has been migrated to the “KYVAE Resource Group.” The information regarding paraeducator certification will still be available but will not lead to PDUs. The paraeducator resource, designed for adult educators providing instruction and assessment for paraeducators, presents a basic overview of the paraeducator assessment process, the study guide, paraeducator assessment and answer keys.

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### **Free Lexington Herald-Leader newspapers**

As part of an ongoing partnership, KYAE and the Lexington Herald-Leader’s Newspaper in Education program are providing free newspapers to adult education programs in Central and Eastern Kentucky.

Programs located in these areas may take advantage of using the Herald-Leader as a teaching tool by ordering free copies of the Herald-Leader from Newspapers in Education. Log on to [www.nieconnects.com](http://www.nieconnects.com) and click on “ORDER” to enter information, including the number of papers and the delivery days. Papers will be delivered to the adult education center.

Upcoming Herald-Leader publications of interest to adult educators include:

- Civic Literacy page in honor of Constitution Day, September 19
- “Life Skills,” a 12-page bilingual supplement about basic skills in consumerism, finance, health, education, nutrition and communication, October 24



September 8 is National Literacy Day. If programs want a copy of “Newspaper Fun for Children and Parents,” the Newspaper Association of America’s literacy section, please contact Kristen Parke at [kparke@herald-leader.com](mailto:kparke@herald-leader.com) by September 30.

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### **ESL PD opportunities**

A BEST Plus Implementation Workshop is scheduled for 9 a.m.-4 p.m., October 6, at Kentucky Adult Education, 1024 Capital Center Drive, Suite 250. Directions are available [online](#). Participants will receive one PDU and should register through [PDtrack](#).

The BEST Plus assessment for English-as-a-second-language students is an individually administered face-to-face oral interview designed to assess English language proficiency of adults. Available on computer and in print, it assesses interpersonal conversation using everyday language.

Check [PDtrack](#) for information about other upcoming ESL workshops, including:

- CASAS Follow-up Workshop – September 29, Louisville
- Learning Stations in the ESL Classroom – January 26, Elizabethtown
- CASAS Implementation Workshop, February 2 – Erlanger
- BEST Plus Implementation Workshop, April 13 – Frankfort

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### **Family literacy PD opportunities**

The National Center for Family Literacy (NCFL) has scheduled the following PD opportunities. For more information, contact (502) 584-1133 or [traininginfo@famlit.org](mailto:traininginfo@famlit.org). Registration must be completed through NCFL. PD funds may be used to pay the training fees.

- Foundations in Family Literacy (for new family literacy staff), September 28 and 29, \$355
- Applying Research in Reading Instruction for Adults: First Steps for Teachers, November 1 and 2, \$325
- All Your Parents=AYP, November 2 and 3, \$389 (includes the core set of materials to support beginning stages of implementation)
- Parenting for Academic Success: A Curriculum for Families Learning English, November 9, \$364.95 (If you have already purchased the curriculum, registration is \$225. Bring the curriculum with you.)

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### **Teaching workplace English**

Put on your jeans and safety glasses and spend October 13 in Versailles learning to communicate with business and develop a workplace ESL project. The “Toilets, Tile and Teaching Workplace English,” workshop is “hands-on” training for designing a contexted curriculum. Sugar Willey, Woodford County adult education program director, and Martha Fightmaster of KYAE will lead the workshop. Register in [PDtrack](#) for this one-PDU workshop.

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### **GED phone calls**

For the most expeditious service, students who need a copy of their GED transcript or diploma should call (502) 573-5114 and push 6 for the GED automated line. Please provide this information to your staff and receptionist(s).

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### **Reading resources**

The National Center for the Study of Adult Learning and Literacy (NCSALL) and the National Institute for Literacy (NIFL) have available two 30-minute videos, “[Persistence Among Adult Education Students Panel](#)” and “[Adult Reading Components Study Panel](#).” For a description and ordering information, click on the titles.

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### **Workforce training programs rank in top 10**

Kentucky’s workforce training programs have ranked in the top 10 for four consecutive years in *Expansion Management* magazine's annual survey of industrial site selection consultants. Kentucky placed eighth in 2006, third in 2005, fifth in 2004, and eighth in 2003. The Workforce Alliance and KYAE’s partnership with the Cabinet for Economic Development and KCTCS are instrumental in this ranking.

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## **Valuable links**

### **Adult education resources**

The Office of Vocational and Adult Education, U.S. Department of Education, has partnered with the University of Michigan and Sacramento County Office of Education to develop a new Web site for adult education resources at [www.adultedonline.org](http://www.adultedonline.org).

### **Free ESL resources**

English for All, a project funded by the U.S. Department of Education, provides free ESL resources at [www.myefa.org](http://www.myefa.org).

### **Health literacy**

The National Center for Education Statistics has released “[The Health Literacy of America’s Adults](#), Results from the 2003 National Assessment of Adult Literacy.”

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